

June 6, 2022

DRAFT MINUTES

SUTTONS BAY TOWNSHIP PLANNING COMMISSION REGULAR MEETING - MAY 3, 2022

CALL TO ORDER

Dennis Rathnaw, Chair, called the May 3, 2022 Suttons Bay Township Planning Commission Meeting to order at 6:03 pm at the Suttons Bay Fire Department, 201 S. St. Mary's Street, Suttons Bay Township, Michigan. The meeting was held with public participation via Zoom electronic remote access.

Quorum Present

Present: Dennis Rathnaw, Tom Koernke, Tom Nixon, Patti Miller,
Don Gregory, Rhoda Johnson, Andy Brandt

Absent: Doug Periard, Dee McClure

Also Present: Attorney Tim Figura

Staff Present: Steve Patmore, Marge Johnson via Zoom

APPROVAL OF AGENDA

Tom Nixon/moved, Don Gregory/supported, to approve the agenda, addressing Item 2 first and then Item 1, passed.

PUBLIC COMMENT

Debbie Slocombe, Suttons Bay Township Trustee, welcomed Tom Koernke to the Planning Commission.

Abbey Holly, Attorney at Olson, Bzdok and Howard, the firm representing Sharon and Wayne Livingston, commented on the Leelanau Watersports request.

CONFLICT OF INTEREST

None.

APPROVAL OF MINUTES

Don Gregory/moved, Tom Koernke/supported, to approve the April 5, 2022

Minutes as amended (Dee McClure added to the attendance role), passed.

Tom Nixon/moved, Tom Koernke/supported, to approve the April 12, 2022 Minutes as amended (add Rhoda Johnson and Doug Periard as present and remove the second Dee McClure from the attendance role), passed.

Item 1- Leelanau Watersports Update-Schedule Special Meeting

The meeting packet included a memo from Steve Patmore regarding Leelanau Watersports who filed an appeal in Circuit Court of the 2022 Suttons Bay Township ZBA appeal decision and 2021 Palming Commission decision to deny the Site Plan.

Attorney Tim Figura appeared at the May 3, 2022 Meeting by zoom. Mr. Figura referred to Leelanau Watersports and said the Planning Commission should start with the decision of June 2021 that was appealed to the ZBA. There needs to be a more robust record to support the decision.

Dennis Rathnaw/moved, Patti Miller/supported, to schedule a special meeting of the Suttons Bay Township Planning Commission at the Suttons Bay Bingham Fire and Rescue, 201 N. St. Mary's Street, Suttons Bay Michigan on May 17, 2022, for Leelanau Watersports Site Plan Review, passed.

Item 2 - Continuation of Public Hearing and Consideration of an Application and Request from 9 Bean Rows, LLC for a Special Land Use Permit to construct and operate four (4) seasonal worker housing units at 8996 & 9000 E. Duck Lake Rd., Suttons Bay, MI 49682, Property numbers 45-011-020-006-00 & 45-011-019-002-00.

Steve Patmore reviewed the Zoning Report.

1. Request -

Request from 9 Bean Rows, LLC for a Special Use Permit to construct and operate four, one-bedroom seasonal worker housing units on approximately 28 acres of agriculturally zoned property at 8896 & 9000 E. Duck Lake Road in Suttons Bay Township,

The Application includes the following Site Improvements:

- Construction of four (4) one-bedroom cabins to be used as seasonal worker housing.
- Driveway from the existing 9-Bean Rows driveway to the proposed cabins,

and parking for the cabins.

- Water and septic systems for the four cabins.

II. Process

Per the Zoning Ordinance (Section 4.4.D) this Application requires a Special Use Permit/Site plan review by the Planning Commission.

For the Special Use Permit to be approved, the proposed use must meet the zoning ordinance requirements of the Agricultural District, General Conditions of the zoning ordinance, Standards for Special Land Uses, and Site Plan Review.

A Public Hearing was noticed for the April 5, 2022 Planning Commission Meeting and notices were sent out to property owners within 300' of the subject property.

On April 5, 2022, the Public Hearing was started, and then adjourned until May 3, 2022 because a new revised site plan was submitted.

BACKGROUND/GENERAL FINDINGS OF FACT

1. The subject property consists of three parcels:
 - A. Parcel No. 45-011-019-002-00, 8996 E. Duck Lake Rd, consisting of 9.92 acres, owned by 9 Bean Rows, LLC. This parcel contains a single-family residence, accessory buildings including greenhouses, and is actively farmed.
 - B. Parcel No. 45-011-020-006-00, 9000 E. Duck Lake Rd., consisting of 3.91 acres, owned by 9 Bean Rows, LLC. This parcel contains the farm market/food processing kitchen, accessory buildings, greenhouses, and actively farmed.
 - C. Parcel No.. 45-011-018-002-15, E. Duck Lake Rd., consisting of 14.75 acres, owned by Eagle View Farms, LLC, and leased by 9 Bean Rows, LLC per lease agreement submitted. This parcel is vacant, and is actively farmed.

Total acreage of the three parcels is approximately 28.6 acres.

2. The current lease agreement referenced above between 9 Bean Rows, LLC expires on December 31, 2022.
3. All three parcels are currently zoned Agricultural.
4. 9 Bean Rows, LLC is currently an approved farm market/food processing kitchen.

5. The subject parcels have access from M-204 (Duck Lake Road).

6. Adjacent current property zoning and land use:

<u>Direction</u>	<u>Zoning</u>	<u>Land Use</u>
East	Agricultural	Agricultural/Vineyards
North	Agricultural	Agricultural/Residential
West	Agricultural	Agricultural
South	Agricultural	Agricultural

7. Seasonal Worker Housing is defined in the Suttons Bay Township Zoning Ordinance as "housing for seasonal workers".

8. The proposed seasonal worker housing units are single bedroom units, 20' x 10' overall dimensions, 200 square feet, single story, and are approximately 12' in height.

Comments

Dennis Rathnaw - saw the site, Nic Welty explained everything, and it is encouraging.

Nic Welty said it's still in a raw form, have gone thru much of the process that he could in going over the driveway access with Chief Porter, with County Planning Commission in terms of applying for addresses for each of these structures that will be identifiable, went to the Health Department for well and septic permits, well to be type 2 well, public access to water so that increasing some of our costs associated with this, but still feel like it is a very much worthwhile project for us because need for employees is high for agricultural products, difficult to find employees because of very limited options to live up here. Doing this thru the Department of Agricultural has been to get some additional housing for our workers.

Planning Commission Questions

- Tom Koernke - is there reason for transomed type windows up to the ceiling.
- Nic Welty - Dept of Ag intent to have natural light and the higher the light the better. Also planning for design to save useable square footage so put windows up high to see if could make egress for a loft. I have a construction contractor who is interested in this, and the soon to be made building code has actual requirements for tiny homes which did not exist before that. The only requirements we had from the Department of

Agriculture, and we had a lot of specifications for windows for natural lighting and those kinds of things.

- Tom Koernke - Looks like an attractive setting, but just a thought about the windows.
- Nic Welty - had people drawing plans for free just because they found it interesting. My original thought was to get one of these skid buildings and modify it to meet what I need. The problem there is too much modification.
- Tom Koernke - commend you for all the approvals.
- Andy Brandt - The lease expires December 31st, is there a reason why you only have a one-year lease.
- Nic Welty - I have been leasing it pretty much since we purchased the land from Greg and Linda, and they much would like to sell the parcel to me, however, the owner conservation easement they placed on their land un-benounced to them limits their ability to sell that parcel. So they parceled for the easement and did not realize the easement restricted the sale to be sold with all the other parcels, sort of pursuing some avenues with the Leelanau Conservancy in respect to saying, could we try to update this to a more modern easement. It is well known in the conservation arena that a lot of earlier easements had some language prohibited to making farms work well. The easement restricted the sale to be sold with all the other parcels, including this one. I would like to invest more farm infrastructure on land so I could produce more on that land, but I don't want to do that unless I own it or have a very long-term lease. The sale has to be the best for the both of us, if that doesn't work, we will look for another investment.
- Tom Koernke - How do you plan to have these built, sequentially, or are you going to build them all at once.
- Nic Welty - All at once, so often the framer that helped me out with the addition that I was in the middle of, he has basically agreed that what he does in his large pole barn back at his farm is he builds up wall panels in his shop and stacks them up. It's going to be more efficient to set this up with a crane. They will - All be occupied as soon as Ginger Bardenhagen says that they meet the requirements.
- Tom Koernke - Have the continuing issue of getting the leased property resolved.
- Nic Welty - I need the property for my own farm production purposes, and if you read the ordinance, it's a 20-acre ordinance the way it is written, if you subtract the leased parcel, I have 14 and change in the township. I do have farmland in Leelanau Township too.
- Steve Patmore - So at one time you were farming other land. Are you still

doing that?

- Nic Welty - Yes, 9 Bean Rows does own an 11-acre parcel that we farm in Omena, limited production. It was very handy with regard to crop rotation, but I just didn't have the time for a remote parcel to wheel a tractor back and forth, so I tried too ~~simply~~ *simplify* that.

Public Comment -

- Susan Odom - I give Nic credit for keeping at it.
- Nic Welty - I know that it will be built immediately, and it would be great to have it empty during the wintertime so I could winterize it for college kids to come back. In terms of something that could work which is not in the ordinance is an actual labor camp where we had a centralized bath house. A lot of college students would be happy to camp in the summertime as long as there are provisions for necessities.
- Steve Patmore - received two written correspondences that were in your packet, from Jason Carl and Carl Spork.

The public hearing was closed.

IV. AGENCY APPROVALS

- The Applicant has received a permit from MDOT to improve the existing driveway.
- The Benzie Leelanau District Health Department Permit has issued a permit for well and septic for the proposed housing.
- The Leelanau Conservation District issued a soil erosion permit for the proposed work.
- There is correspondence from the State of Michigan regarding their approval. This should be a condition of approval.
- At the May 3rd Hearing, the Applicant indicated that the Suttons Bay-Bingham Fire Chief is requiring an 18-foot-wide driveway to the site. This should be a condition of approval.

V. CONFORMANCE WITH ZONING ORDINANCE REQUIREMENTS

1. ARTICLE 4 - AGRICULTURAL DISTRICT REQUIREMENTS

Section 4.4D lists Seasonal Worker Housing as a special land use in the Agricultural District, with the following provisions:

D. Seasonal Worker Housing, provided:

1. Such housing is limited to one (1) family dwelling unit or equivalent per four (4) acres of the parcel devoted to agriculture.
 - ***The application meets this provision when the leased land is included.***
 - ***It should be noted that the current lease expires at the end of 2022.***
 - ***Compliance with this requirement should be a condition of approval, including a provision that the lease remain in effect.***

The number of dwelling units or equivalent shall not exceed five (5) in any one development of seasonal worker housing.

- ***The application meets this provision.***

The units may be clustered but the parcel of land used in calculating the density shall remain intact for the term of the Special Land Use permit.

- ***Conditions will cover this.***

For purposes of density calculations, dormitories shall be calculated at four (4) residents being the equivalent of one (1) dwelling unit.

- ***Not applicable.***

2. Fifty (50) percent of the land used in calculating the density for any grouping of seasonal worker housing is contiguous.

- ***The application meets this provision - all of the land is contiguous.***

3. The minimum parcel in which seasonal worker housing is to be developed shall be twenty (20) acres.

- ***The application meets this provision when the leased land is included.***
- ***There should be a condition that the 20 acres be maintained, unless the zoning ordinance changes in the future.***

4. A minimum setback from any road or property line of one hundred (100) feet shall be maintained. Any seasonal worker housing unit shall be located no less than two hundred (200) feet from any existing dwelling excepting only the dwelling of the owner of the land.

- ***The application meets both of these provisions.***

5. Seasonal worker housing units shall be effectively screened from view from any residential structure existing at the time of application for a special land use permit except that of the owner of the premises and from any road existing at the time of application.

- ***The Planning Commission by consensus determined that the housing units are "effectively" screened.***

6. Agricultural labor to be housed shall be employed in farming operation on the premises. The word "premises" shall include any other farmlands in the vicinity owned or operated by the owner of the premises upon which the seasonal worker housing units are located except that employment on other farmlands will be permitted for no more than the eight (8) weeks before or after performance of labor for the owner of the premises.

- ***Should be a condition of approval.***
- ***If the zoning ordinance in the future becomes less restrictive, then the Special Use Permit would be revised.***

- a. "Owner" under this section may include a consortium in which case "premises" shall include farmlands owned by individual members of the consortium. In the event a parcel is developed by a consortium for seasonal worker housing the membership list of the consortium shall be made part of the application for a special land use permit.

- ***Not Applicable.***

7. Free and easy access for fire-fighting equipment, by means of an all-weather drive a minimum of fourteen (14) feet wide is available.

- ***The Applicant is proposing an 18' wide driveway after consulting with the Fire Chief.***
- ***"All Weather" is not defined, especially as it applied to Seasonal Housing.***

All weather parking shall be provided at the rate of two (2) parking spaces per dwelling unit or equivalent.

- ***Should be a condition of approval.***

8. All buildings containing dwelling units or dormitory accommodations shall be spaced a minimum of twenty (20) feet apart.

- ***The application meets this provision.***

9. Seasonal worker housing shall not be used for general rental housing.

- ***Should be a condition of approval.***

10. Prior to receiving a special land use permit the developer shall have

obtained all required State and local approvals related to the seasonal worker housing development."

- ***Should be a condition of approval.***

Steve Patmore said the applicant has met the 10 criteria which conditions.

2. Conformance with screening and buffering:

Does the Planning Commission determine that there is a need for additional buffering than that shown on the plans?

- Steve Patmore asked Nic Welty about trash. Are there going to be totes or a dumpster up there.
- Nic Welty - there are going to be totes, there is a dumpster down there already.

Consensus of the planning commission that the buffering shown on the plans is adequate. Should be a condition that existing buffering is maintained.

VII. FINDINGS OF FACT RELATED TO SPECIAL LAND USES:

Steve Patmore - add 9 Bean Rows has an 11-acre agricultural parcel in Leelanau Township. The ordinance alludes to the fact that the land does not have to be, it should be part of the Findings of Fact. Definition of lot - parcel can be more than one lot. For the purposes of the 20 acres, the 11 acres doesn't help, but it does help in figuring out the number of units you could have.

SECTION 20.8 GOVERNING STANDARDS

In deciding to grant or to deny a special land use application, the Commission shall establish that the following standards shall have been satisfied, together with all other requirements of the Ordinance. The standards enumerated herein are intended to promote the intent and purpose of the Ordinance and to ensure that the land use or activity authorized shall be compatible with the zoning district, the adjacent uses of land, the natural environment, and the capacities of public services and facilities affected by the proposed land use. These standards shall ensure that the proposed land use or activity is consistent with the public health, safety and welfare of the Township.

Each of the proposed special land uses on the proposed location shall:

- A. Meet all the specific requirements of the particular special land use contained in the zoning district for which the special land use is proposed

- Section 4.4D Agricultural District - Seasonal Worker Housing will be reviewed separately.

The Planning Commission finds that the proposed special land use meets with conditions this standard.

- B. Be designed, constructed, operated and maintained so that such use will not change the essential character of the zoning district and surrounding vicinity in which it is proposed.
- Does the proposed use meet this standard? Are there conditions or limits?

The Planning Commission finds that the proposed special land use meets with conditions this standard.

- C. There is no "C" in this section of the official Zoning Ordinance.

- D. Be served adequately by essential public facilities and services, including but not limited to highways, streets, off-street parking, police, fire protection, drainage district, refuse disposal, water and sewage facilities, schools, etc.

The Planning Commission finds that the proposed special land use meets with conditions this standard.

- E. Not unduly burden the capacities, or negatively impact public services and facilities affected by the proposed special land use, nor result in excessive additional public cost for the creation of facilities and services not otherwise available.

The Planning Commission finds that the proposed special land use meets with conditions this standard.

- F. Not adversely affect the natural environment, especially any creek, stream, lake, pond, wetlands area, floodplain or the groundwater.
- ***The Planning Commission finds that the proposed special land use meets with conditions this standard.***

- G. Not adversely affect farmland or farming operations, but to the extent practicable preserve it as opens space or provide adequate buffering between the special land use and farmland.

- The proposed special land use would provide needed housing for agricultural workers.

The Planning Commission finds that the proposed special land use meets with conditions this standard.

- H. Demonstrate in the site plan that there exists sufficient protection to ensure that there will be no additional storm water runoff created by the proposed special land use, or that adequate and full measures have been taken to accommodate such storm water runoff on the proposed site location. For purposes of this standard the receipt of a Soil Erosion permit or Drain Commissioner's review shall satisfy this requirement.

- **Soil Erosion Permit has been received.**

- I. Provide that the special land use including off-street parking, loading and unloading areas, outside storage areas, and areas for the storage of trash, which fac or are visible from neighboring property or public thoroughfare shall be screened in accordance with Section 3.12 Landscaping, Greenbelts, Buffers, Screen, and Fences.

- **Any large trash receptacles shall be screened by fencing.
Can be a condition.**

- J. Conform to the requirements of Section 3.18 Outdoor Lighting Standards

- **Is any outdoor lighting proposed?**

Nic Welty said the requirements are that he has to light the exit door, and that light could be on an exit door.

Steve Patmore said a 60-watt bulb is okay or it can be shielded.

Can be a condition.

- K. Not be hazardous to adjacent or neighboring properties, or involve uses, activities, materials or equipment which will be detrimental to the health, safety or welfare of persons or to adjacent the neighboring properties, through the excessive production of traffic, noise, smoke, odor, fumes, or glare.

The Planning Commission finds that the proposed special land use meets with conditions this standard.

- L. Be in compliance with the requirements of the district in which it is proposed and with all other standards in this Ordinance, as well as with

the requirements of the County Road Commission, County Building Inspector, County Drain Commissioner, District Health Department, Leelanau County Soil Erosion Control Officer, Suttons Bay/Bingham Fire Department, DNR, and other applicable Township, County, State, and Federal statutes.

The Planning Commission finds that the proposed special land use meets with conditions this standard.

VIII. POSSIBLE CONDITIONS

1. Prior to receiving a special land use permit the Permittee shall have obtained all required State and local approvals related to the seasonal worker housing development.
2. The permittee shall obtain and maintain the license for Seasonal Worker Housing from the State of Michigan. Proof of the permit and/or approval shall be submitted to the township.
3. Under current zoning provisions, the permittee shall maintain ownership and/or lease(s) on at least twenty (20) acres of contiguous property.
4. If additional leased property is necessary to comply with the provisions of this permit, then current leases must be filed with the Zoning Administrator.
5. Agricultural labor to be housed shall be employed in farming operation on the premises. The word "premises" shall include any other farmlands in the vicinity owned or operated by the owner of the premises upon which the seasonal worker housing units are located except that? employment on other farmlands will be permitted for no more than the eight (8) weeks before and after performance of labor for the owner of the premises. Owner is as defined in the zoning ordinance.
6. A minimum 18' wide, stable access road shall be provided to the housing units, and shall be approved by the Fire Chief once completed.
7. A minimum of eight (8), stable parking spaces shall be provided.
8. The existing buffer shown on the site plan shall be maintained or replaced with trees required by the zoning ordinance.

9. Any outdoor lighting shall conform with the requirements of Section 3.18 of the outdoor lighting standards.
10. Trash ~~receptables~~ *receptacles* shall be screened.
11. Seasonal worker housing shall not be used for general rental housing.
12. All applicable requirements of any county, state, and federal permits and statutes shall be met.
13. If any zoning ordinance provision that affects this permit becomes less restrictive as it applies to Seasonal Worker Housing, then the Zoning Administrator has the authority to amend this permit accordingly, except that the addition of any housing units must follow the provisions of the zoning ordinance in effect at that time.
14. This approval shall expire in two (2) years unless the seasonal worker housing units are completed. Any units not constructed within that timeframe will expire. This approval can be extended by the Planning Commission.

Don Gregory/moved, Tom Nixon/supported, to approve the Findings of Fact Related to Special Land Uses with the conditions listed.

Roll call vote: Yes: Patti Miller, Rhoda Johnson, Don Gregory, Dennis Rathnaw, Andy Brandt, Tom Koernke. No: None. Passed.

Dennis Rathnaw/moved, Andy Brandt/supported, to approve with conditions the Application submitted by 9 Bean Rows, LLC for a Special Land Use Permit to construct and operate four (4) seasonal worker housing units on the subject property. This Decision is based upon the Application, Supplemental Materials, Public Comment, General Findings of Fact, and review of the Special Use Permit Governing Standards.

Roll call vote: Yes: Patti Miller, Rhoda Johnson, Don Gregory, Dennis Rathnaw, Andy Brandt, Tom Koernke. No: None. Passed.

3. Zoning Overhaul Project/Mathew Cooke

The Planning Commission took no action on the zoning overhaul project. Mathew Cooke was not present at the meeting.

4. Suttons Bay Township Annual Report

Don Gregory/moved, Dennis Rathnaw/supported, to put the Suttons Bay Township Annual Report on the agenda, passed.

***Tom Nixon/moved, Dennis Rathnaw/supported, to accept the Suttons Bay Township Annual Report for May 2021 to April 2022 as presented.
Mathew did a good job of capturing everything, passed.***

Reports:

Zoning Administrator – Was questioned about issuing a permit for shipping container and farm market stand for the Barnes.

Planner - No report.

Township Board - May 4, 2022 Township Board holding interviews for supervisor, decision to be made at next week's meeting.

Chair Comments - None.

Commissioner Comments - Rhoda Johnson - asked for information about the permit issued to the Barnes.

PUBLIC COMMENT

Wayne Livingston - supports the Planning Commission's decision on Leelanau Watersports.

Susan Odom - Think Mr. Otto operated 2-1/2 years before submitting a site plan. No packet on line. ZA Patmore noted that the meeting packet was available on the Township website.

Next Meeting - May 17, 2022

Adjournment - The meeting was adjourned at 7:29 p.m.

Minutes by Marge Johnson, Recording Secretary
Dee McClure, Planning Commission Secretary

